



# COMMONWEALTH OF KENTUCKY JOB CLASS SPECIFICATION

## OSH COMPLIANCE OFFICER IV

Job Number: 20000838

Job Code: 33340V160216

Job Group: 3300 - HEALTH INSPECTION

Job Established: 06/16/1982

Job Revised: 02/16/2016

Grade: 16 Salary (MIN - MID):

\$21,870-\$28,972 - Hourly

\$3,553.88-\$4,707.96 - 37.5 Hr. Monthly Salary

\$3,790.80-\$5,021.82 - 40 Hr. Monthly Salary

Special Entrance Rate:

NONE

NONE

NONE

### PROBATIONARY PERIOD:

This job has an initial and promotional probationary period of 6 months. For additional information refer to: <http://www.lrc.ky.gov/kar/101/001/325.htm>.

**CHARACTERISTICS OF THE JOB:** *Characteristics of a job are general statements indicating the level of responsibility and discretion of positions in that job classification. These are not intended to be an exhaustive list.*

Oversees and supervises statewide personnel engaged in occupational safety inspections and investigations to assure compliance with safety and health regulations. Reviews all reports of findings of investigations including those resulting from fatalities and catastrophes; and performs other duties as required.

### MINIMUM REQUIREMENTS:

#### **EDUCATION:**

Graduate of a college or university with any bachelor's degree OR an associate's degree in occupational safety and health.

#### **EXPERIENCE:**

Must have five years of experience in occupational safety and health safety training or a related field.

#### **Substitute EDUCATION for EXPERIENCE:**

Graduate study in occupational safety and health, safety training, or a related field will substitute for the required experience on a year-for-year basis.

#### **Substitute EXPERIENCE for EDUCATION:**

Experience in labor relations administration applying OSHA regulations to the workplace will substitute for the required education on a year-for-year basis.

#### **SPECIAL REQUIREMENTS (AGE, LICENSURE, REGULATION, ETC.):**

NONE

**EXAMPLES OF DUTIES OR RESPONSIBILITIES OF THE JOB CLASSIFICATION:** *Examples of duties or responsibilities are not to be construed as describing what the duties or responsibilities of any position shall be and are not to be construed as limiting the appointing authority's ability to assign, or otherwise alter the duties and responsibilities of a position. This is not intended to be an exhaustive list.*

Oversees the supervision of inspection and investigative activities of OSH compliance officers. Conducts on-the-job evaluations of safety field staff to determine their strengths and weaknesses in an effort to determine specific training needs. Conducts on-site informal conferences with employers after citations and penalties have been issued. Analyzes operations to determine effectiveness. Schedules work assignments of subordinates. Teaches and monitors prescribed courses relating to job safety to program staff and the general public. Provides highly technical guidance to management, labor and other interested groups concerning occupational safety problems and preventive measures. Collaborates with other professional agencies in investigations of safety hazards and development of information for improvement of standards and regulations. Participates in technical training courses and professional conferences. May conduct inspections and investigations of worksites to detect occupational safety and health hazards.

**UNIQUE PHYSICAL REQUIREMENTS:**

May include climbing excessive heights on construction sites, standing or walking for long periods of time.

**TYPICAL WORKING CONDITIONS:** *Incumbents in the job will typically perform their job duties under these conditions.*

Work is generally performed in an office setting when preparing reports or evaluating inspections. When conducting workplace inspections or consultations, employees in this job title are exposed to the same working conditions as those employed at the workplace. Exposure to chemicals and potentially harmful or hazardous materials.

**ADDITIONAL REQUIREMENTS:**

Upon appointment, employees in this class may be required to maintain a valid driver's license and required to drive a licensed vehicle. This status may be necessary for the length of time in this class. If this is necessary it will be listed in the specific position description for that position. Employees in this class are required to undergo yearly physical examinations to ensure they are physically capable of performing the essential duties of the position, capable of safely utilizing required personal protective equipment without posing a hazard to themselves or others, medically fit for the use of respiratory protection, and to ensure compliance with the medical requirements of occupational safety and health standards pursuant to 29 CFR 1910.134 adopted by 803 KAR 2:308. Applicants and employees in this job title may be required to submit to a drug screening test and background check. Applicants and employees in positions which perform job duties that may require contact with offenders in the custody or supervision of the Department of Corrections or with youth in the care, custody, or supervision of the Department of Juvenile Justice must meet qualifications pursuant to the federal Prison Rape Elimination Act, 28 C.F.R.115.17 and 115.317.

*THE COMMONWEALTH OF KENTUCKY DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN, SEXUAL ORIENTATION OR GENDER IDENTITY, ANCESTRY, AGE, DISABILITY, POLITICAL AFFILIATION, GENETIC INFORMATION OR VETERAN STATUS IN ACCORDANCE WITH STATE AND FEDERAL LAWS.*